



DEPARTMENT OF THE NAVY

COMMANDING OFFICER
NAVAL AIR STATION
700 AVENGER AVENUE
LEMOORE, CALIFORNIA 93246-5001

NASLEMINST 1650.9
10

MAR 21 1996

NAS LEMOORE INSTRUCTION 1650.9

From: Commanding Officer, Naval Air Station, Lemoore

Subj: NAVAL AIR STATION LEMOORE JUNIOR OFFICER OF THE YEAR

Ref: (a) NASLEMINST 1650.6F

Encl: (1) Naval Air Station Junior officer of the Year
Nomination Format

1. Purpose. To specify procedures for nomination, selection and recognition of a junior officer, O-4 and below, in all service designators associated with Naval Air Station Lemoore for the Naval Air Station Lemoore Junior Officer of the Year Award. This award honors leadership, professional performance and integrity.

2. Nominations. Each department is strongly encouraged to submit one nomination. Selection for this award is based on, but not limited to, achievement and leadership during the calendar year. The selectee will be the nominee for the Admiral Wesley L. McDonald Leadership Award.

a. Nominations are due to arrive at the Administration Department (Code 10) no later than 1 November. A selection board will evaluate nominations.

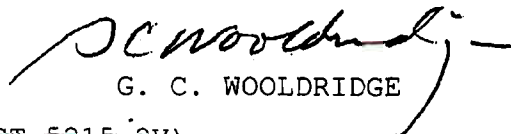
b. Nomination packages shall be complete and include the following:

(1) A color 4" x 5" roster photo, in service dress blue uniform, covered.

(2) A Navy and Marine Corps Commendation Medal write-up in the format specified in reference (a).

(3) An accurate, complete, and signed Personal Award Recommendation, OPNAV 1650/3, for an awarded Navy and Marine Corps Commendation Medal per reference (a).

3. Selection. The Executive Officer will convene a selection board no later than 15 November composed of all department heads to select a candidate. The board's recommendations will be forwarded to the commanding officer for approval.


G. C. WOOLDRIDGE

Distribution: (NASLEMINST 5215.2V)
List A (Less Codes 002, 012, 014, 015, 016,
021, 022, 064, and 80)

21 MAR 1996

Junior Officer of the Year Award Nomination Format

From: (Nominating Department)
 To: Administrative Officer, Naval Air Station, Lemoore
 Subj: NOMINATION FOR THE NAVAL AIR STATION LEMOORE JUNIOR
 OFFICER OF THE YEAR AWARD

1. (name/rank) is nominated for the Naval Air Station Lemoore Junior Officer of the Year Award. The following personal data is forwarded:

- a. Full name/social security number/designator.
- b. Rank/Date of Rank
- c. Commission source.
- d. Immediate family members.
- e. Present position and previous positions held.
2. Comments on specific leadership contributions.
3. Comments on specific contributions to command.
4. Comments on specific contributions to U.S. Navy and local community.
5. Other comments reflecting caliber and moral fiber of the nominee.

 Department Head Signature